



NASA Procedural Requirements

COMPLIANCE IS MANDATORY

NPR 8735.2A
Effective Date: August 02,
2006
Expiration Date: August 02,
2011

[Printable Format \(PDF\)](#)

Request Notification of Change (NASA Only)

Subject: Management of Government Quality Assurance Functions for NASA Contracts

Responsible Office: Office of Safety and Mission Assurance

[| TOC](#) | [ChangeHistory](#) | [Preface](#) | [Chapter1](#) | [Chapter2](#) | [Chapter3](#) | [Chapter4](#) | [Chapter5](#) | [Chapter6](#) | [Chapter7](#) | [Chapter8](#) | [AppendixA](#) | [AppendixB](#) | [AppendixC](#) | [ALL](#) |

Chapter 3. Program/Project Quality Assurance Surveillance Plan (PQASP)

3.1 Overview

FAR Subpart 46.4 requires the development of quality assurance surveillance plans for Federal acquisitions. This chapter provides requirements for Program/Project Office development of quality assurance surveillance plans for NASA programs and/or projects. The purpose of PQASPs is to identify, in a single unified document, all contractor work operations requiring Government surveillance and the specific method(s) for providing surveillance.

3.2 PQASP Preparation and Content

3.2.1 The PQASP shall:

- a. Describe the activities, metrics, control mechanisms, and organizations that will be conducting quality assurance functions for the program/project ([Requirement 43177](#)).
- b. Be a consolidated and integrated document (i.e., not divided among various/separate documents) ([Requirement 43178](#)). The PQASP may be a part of a larger program/project safety and mission assurance plan or may be a stand-alone document.
- c. Incorporate applicable requirements from FAR Part 46, NFS Part 1846, NPD 8730.5, Chapter 2 of this NPR, and other related documents (e.g., Program/Project Plan, Risk Management Plan, contract, GMIP schedule) ([Requirement 43180](#)). The PQASP may cite reference procedures for the performance of surveillance actions (e.g., inspections, tests).
- d. Be initially prepared in conjunction with preparation of the Statement of Work and periodically adjusted thereafter based on changing risk factors as the program/project progresses through pre-award activities, Request for Proposal responses, and post-award activities ([Requirement 43182](#)). Risk factor considerations are provided in Appendix B of this NPR.

3.2.2 PQASPs shall contain the following:

3.2.2.1 Introduction. Identify the program/project under surveillance; summarize the program/project objectives; and summarize the contents of the applicable contract(s) ([Requirement 43185](#)).

3.2.2.2 Objectives. Identify the specific outcomes of quality assurance actions in terms that are quantifiable and measurable ([Requirement 43186](#)).

3.2.2.3 Reference Documents. Identify documents related to performance of quality assurance functions (e.g., NASA Directives, the Program/Project Plan, the Risk Management Plan, program/project requirements documents, the contract, invoked quality system requirements) ([Requirement 43187](#)).

3.2.2.4 Surveillance Functions. Identify the quality assurance surveillance functions to be performed for the program/project in accordance with Chapter 2 of this NPR and the following ([Requirement 43188](#)):

3.2.2.4.1 Document Review. Identify the quality system procedures to be reviewed and the periodicity or schedule for document review.

3.2.2.4.2 Product Assurance.

- a. Identify specific product examinations to be performed, including whether these actions are to be performed on a one-for-one, continuing, random, and/or periodic basis.
- b. Identify specific processes to be witnessed, including whether these actions are to be performed on a one-for-one, continuing, random, and/or periodic basis.
- c. Identify contractor records to be reviewed, including whether the records are to be verified on a one-for-one, continuing, random, and/or periodic basis.
- d. Where sampling is called out, identify specific statistically based sampling plans for product examination, process witnessing, and record review.
- e. List all required GMIPs, including product examinations, process witnessing, and record review actions.
- f. Provide a schedule for review of contractor planning documents to ensure that all required GMIPs are correctly incorporated.
- g. Describe the methodology for product assurance monitoring based on changing risk factors, including the addition/deletion of temporary GMIPs.
- h. Describe the methodology for validating accomplishment of GMIPs.

3.2.2.4.3 Quality System Evaluation

- a. Identify the specific quality system elements to be reviewed.
- b. Develop an audit plan identifying the attributes to be audited. AS9101, Quality Management Systems Assessment, provides attributes for contractors working to AS9100 quality systems.
- c. Provide a schedule for performance of quality system audits.

3.2.2.4.4 Quality Data Analysis

- a. Identify the sources of contractor quality data.
- b. Identify contractor performance metrics to be tracked.
- c. Identify the format and periodicity for reporting contractor performance metrics.

3.2.2.4.5 Nonconformance Reporting and Corrective/Preventive Action. Identify the tools, methodology, and format for:

- a. Documentation of nonconformances.
- b. Tracking of nonconformance resolution.
- c. Approval of contractor corrective action responses.
- d. Government follow-up to ensure contractor implementation of effective corrective measures.

3.2.2.4.6 Final Acceptance. Identify the tools and methodology for:

- a. Conduct of final inspection, including identification of inspection attributes.
- b. Validation that there are no outstanding corrective actions affecting acceptability of product.
- c. Validation that there are no outstanding or unauthorized engineering departures impacting acceptability of product.
- d. Validation that all GMIPs have been accomplished, including item-by-item accountability for each safety-critical GMIP.

3.2.2.5 Government Metrics. Identify the metrics to be used to assess and report accomplishment of Government quality assurance functions as prescribed in the PQASP and how these metrics will be used to adjust quality assurance activities ([Requirement 43217](#)).

3.2.2.6 Surveillance Organization. Identify the organizational entities of the program/project that will be performing surveillance (i.e., NASA, the delegated agency, and/or quality assurance support contractors), their assigned responsibilities, and their authority to act ([Requirement 43218](#)).

3.2.2.7 Quality Assurance Resources. Identify the personnel, funding, and material resources to be applied to the program/project quality assurance effort ([Requirement 43219](#)).

| [TOC](#) | [ChangeHistory](#) | [Preface](#) | [Chapter1](#) | [Chapter2](#) | [Chapter3](#) | [Chapter4](#) |
[Chapter5](#) | [Chapter6](#) | [Chapter7](#) | [Chapter8](#) | [AppendixA](#) | [AppendixB](#) | [AppendixC](#) |
[ALL](#) |

| [NODIS Library](#) | [Program Management\(8000s\)](#) | [Search](#) |

DISTRIBUTION:
NODIS

This Document Is Uncontrolled When Printed.

Check the NASA Online Directives Information System (NODIS) Library
to Verify that this is the correct version before use: <http://nodis3.gsfc.nasa.gov>
